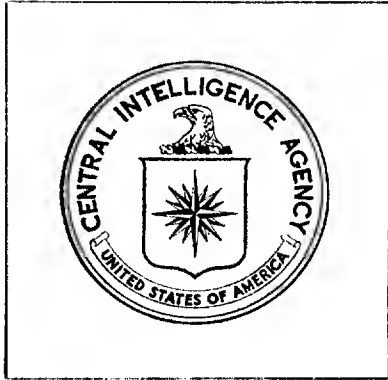


**Secret**



*DIRECTORATE OF INTELLIGENCE*

*Objectives for FY 1975*

**Secret**

DDI Management Staff  
October 1974

Copy **N<sup>o</sup> 134**


NATIONAL SECURITY INFORMATION  
Unauthorized Disclosure Subject to Criminal Sanctions

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Approved For Release 2004/05/12 : CIA-RDP84-00780R005900020011-6  
MEMORANDUM FOR: Chief, DDA Plans Staff

Herewith for your info is a copy of our  
handbook on Intelligence Directorate Objectives  
for FY 1975.

  
Chief, DDI Management Staff

7 NOV 1974

(DATE)

Approved For Release 2004/05/12 : CIA-RDP84-00780R005900020011-6

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CONTENTS

	<u>Page</u>
Introduction . . . . .	1
DCI Objectives for the Intelligence Directorate . . . . .	4
ODDI	
DDI Executive Staff . . . . .	7
DDI Management Staff . . . . .	8
Special Study Group (see Special Codeword Annex)	
Coordinator for Academic Relations . . . . .	9
Collection Guidance and Assessments Staff . . . . .	10
COMIREX Staff (see Special Codeword Annex)	
CIA Operations Center . . . . .	11
Office of Basic and Geographic Intelligence . . . . .	13
Office of Current Intelligence . . . . .	15
Office of Economic Research . . . . .	17
Office of Political Research . . . . .	19
Office of Strategic Research . . . . .	20
Central Reference Service . . . . .	22
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Imagery Analysis Service . . . . .	26

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## Introduction

**Management-by-Objectives.** Management-by-Objectives (MBO) is a management technique aimed at stimulating decisive action, increasing productivity, and generally improving the effectiveness of management by focusing on clearly defined areas where improvements must be achieved. During FY 1973, this Agency joined others in the Government, as well as many organizations in the business and academic worlds, in adopting MBO as a basic element of its management system.

**MBO in the DDI.** In the Intelligence Directorate, we have adopted the selective approach to the preparation of MBO objectives found to be most effective in private industry. Accordingly, we concentrate on those specific goals which require *special management action* and which should yield *significant results* or *substantially improved performance* in the accomplishment of our mission. We also concentrate on setting objectives which can be realistically appraised in terms of how well they have been accomplished. We do not attempt to develop objectives for every mission, function, or task for which our organization is responsible. In applying MBO, we therefore aim:

- *To focus our efforts and attention on the priorities or special goals of the DCI and the DDI.*
- *To encourage personnel at all levels, through interaction with their managers, to identify areas where improvements or corrective actions are necessary, and to develop plans for achievement in those areas.*
- *To ensure that innovative ideas are surfaced and that management support and funding are provided for worthwhile projects.*
- *To encourage greater cooperation between offices, between levels of management, and between staff and line officers.*
- *To provide a system for measuring accomplishments against established goals.*

The Directorate's objectives are both substantive and administrative. In both cases, however, they are designed to result in concrete improvements in the quality and timeliness of intelligence and in the cost-effectiveness and efficiency of our activities.

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Obviously, the Intelligence Directorate operates under the substantive objectives of the Director of Central Intelligence, as expressed in his Key Intelligence Questions (KIQs). Therefore, the KIQs are not repeated in this document, nor are the missions and functions of each component. Accordingly, the Letter of Instruction from the DDI to each office director or staff chief is preceded by the following statement:

*In carrying out your assigned mission and functions, as described in Agency regulations, and consistent with other Agency and community objectives, including the Key Intelligence Questions and other specific guidance, we have mutually agreed that you will concentrate on the achievement of the following specific objectives this year.*

Steps in the Intelligence Directorate MBO process are:

- a. Determine Key Areas where significant results are needed or desired, and where concentrated efforts are required to achieve those results.*
- b. Define Clear and Challenging Objectives.*
- c. Obtain DDI Agreement and Approval for all component objectives.*
- d. Develop an Action Plan for achievement of each objective.*
- e. Review Performance at midyear by means of meetings of individual component managers with the DDI and ADDI.*
- f. Report Annually on achievements and strategy for the future.*

Meaningful objectives must present a reasonable challenge. If a particular goal is predictably certain to be achieved, it is not singled out for special attention as an objective. A properly drawn objective will require all concerned to extend their efforts for its achievement, but it will not be completely beyond reach. Failure to accomplish an objective for unforeseen or external factors can be expected and should not discourage the continued setting of challenging goals.

If an objective is merely a restatement of a component's mission or function in a given area, then it serves no useful purpose under MBO. Writing meaningful and measurable objectives is a skill that all line managers in this Directorate are

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expected to develop over time with the help and advice of the DDI Management Staff. *In this regard, each office is encouraged and expected to provide appropriate training for its managers, supervisors, and staff officers through scheduled MBO training courses during FY 1975.*

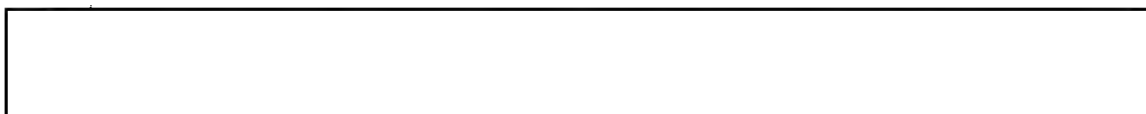
In striving to achieve their objectives, managers must encourage all employees to relate their work to component goals and to contribute any ideas they may have for improving performance and avoiding pitfalls. A supervisor's meeting with the employee about the latter's Letter of Instruction should be a good opportunity for discussing these matters. Managers will also find it helpful to step up their lateral communications with other components to profit from their experience in attempting to implement the MBO system.

*FY 1975 Objectives.* The FY 1975 objectives of the DCI, DDI, and the components of this Directorate are set forth in the following pages. Each component head should develop action plans for the achievement of relevant objectives. These plans need not be formalized or forwarded to any higher echelon and can be tailored to the specific needs and management style of each component. These "in-house" plans should specify the objective, set the tasks and timetable that will be needed to accomplish the objective, and designate the key personnel involved and the means of measuring progress or shortfalls.

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## DCI OBJECTIVES FOR THE INTELLIGENCE DIRECTORATE

1. To develop a plan, and implement it by the end of FY 1975, for systematically reviewing and evaluating finished intelligence products in terms of their value to consumers.



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3. To develop the CIA Operations Center into a leadership role in the intelligence community during FY 1975 with respect to watch, indications, and crisis-oriented functions.

✓ 4. To complete by the end of FY 1975 the data collection, system design, and partial implementation phases of Project SAFE and to further implement this Agency-wide analyst information system by the end of FY 1976 with the installation of at least 160 remote terminals in the production offices.



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6. To provide to the Director each year advice and guidance on longer term trends and developments that may affect intelligence production and for which special management attention will be required.

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## DDI OBJECTIVES



2. To improve our performance in the area of All DDI Offices indications/warning intelligence analysis and crisis management through the development during the first half of FY 1975 of arrangements for achieving:

- a. *a closer organizational and working relationship among analysts working on the same geographic areas both within the Intelligence Directorate and outside; and*
- b. *a more systematic input and evaluation of independent or challenging viewpoints.*

3. To complete a review of the allocation of analytical effort ODDI against Southeast Asia by December 1974 and to adjust allocation All DDI Offices to other priority targets by the end of FY 1975.



5. To complete an examination by mid-FY 1975 of the ODDI cost/effectiveness and practicability of reducing cartographic/ ODDI geographic and map reference services expenditures.

6. To complete a review by mid-FY 1975, for ODDI implementation by the end of the fiscal year, of the organizational ODDI structure of OCI with a view toward reducing the positions devoted to the production review process.

✓ 7. To install in FY 1975 an interim file management system to improve on-line access to the CRS data base, and to pursue development of a more sophisticated file management system which will be needed for full implementation of Project SAFE by the end of FY 1976. CRS

8. To continue the development during FY 1975 of new techniques of intelligence analysis by increasing external assistance in this area, and to use the most promising of these techniques in test applications against an increased number of real intelligence problems during the year. OBG  
OCI  
OER  
OPR  
OSR  
CRS

✓ 9. To review in FY 1975 the editing and publishing functions of the Directorate and, if possible, to effect resource savings by consolidating or centralizing activities that are now performed separately by different Directorate components. ODDI

10. To complete in FY 1975 arrangements with the Operations Directorate for the exchange of selected officers on rotational assignments, to include filling at least two DDO overseas reports officer positions with DDI analysts by early FY 1976. ODDI

✓ 11. To find more suitable working quarters for OBG elements, preferably in the Headquarters Building, in FY 1975. ODDI  
OBGI

12. During FY 1975, to send where feasible a total of 50-60 DDI country specialists on area familiarization trips (30 days or less) or extended TDY visits (up to 90 days) to their areas of analytical responsibility. CRS  
OBGI  
OCI  
OER  
OPR  
OSR

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### DDI Executive Staff

1. To complete, by 1 January 1975, a review of the Executive Staff structure and workload to determine whether it could be made more effective by:
  - a. assuming broader staff functions, including the initial drafting of correspondence for the DDI and ADDI;*
  - b. adjusting the size of the Staff; and*
  - c. expanding the duties of the third Staff position to include undertaking special projects for the Management Staff.*
2. By midyear, to implement specific steps to improve communication among Staff members so that they can backstop each other more effectively.
3. To recommend, by 1 January 1975, new procedures for ensuring that the Staff is aware of all but the most sensitive correspondence submitted to the DDI by his office and staff chiefs so as to increase the Executive Staff's usefulness as a conduit between the two levels.
- ✓ 4. With the advice of the Directorate Records Management Officer, to restructure the ODDI filing system in FY 1975 by devising more useful and consistent criteria for the retention, filing, and retrieval of materials.
5. In coordination with the USIB Secretariat and the EA/DDCI, to develop by the end of FY 1975 a more rational system for disseminating USIB documents within the Agency to eliminate duplication.

### DDI MANAGEMENT STAFF

1. To implement the Directorate budget centralization plan in orderly stages during FY 1975 and to be completed by 1 July 1975.
2. To launch the new Management Intern Program early in FY 1975 by having at least one senior officer from a DDI component assigned to the Management Staff by September 1974; and to provide him with internal and external management training as well as on-the-job experience during both the budget and program cycles of the year.
3. To improve the application of MBO in the Directorate by:
  - a. *working with the offices in arriving at DDI-approved office objectives by 1 October 1974;*
  - b. *planning MBO review sessions with the DDI for completion during the third quarter of FY 1975; and*
  - c. *encouraging DDI components to have their planning officers take a formal course in MBO during FY 1975.*
4. To complete plans for a Directorate Advancement Opportunities Program for lower-grade personnel and, if approved, to initiate this program during the first half of FY 1975.
5. To establish an orientation course for employees newly assigned to the Intelligence Directorate and to schedule three runnings of the course by 30 June 1975.
6. To prepare a Directorate Personnel Development Plan and submit it to the DDI by 31 December 1974.

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### Coordinator for Academic Relations

1. To establish in FY 1975 regular meetings with office academic relations officers and, through this mechanism, to coordinate and expand meaningful DDI-wide relationships with academia -- both faculties and students.

2. To carry out a program of seminars with academic colleagues to exchange substantive views and enhance the reputation of CIA by building respect for the quality of DDI analysts and their work. To effect the procedures necessary to coordinate the seminar activities with similar programs being conducted under NIO auspices to avoid any possible redundancy or cross purposes.

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### Collection Guidance and Assessments Staff

1. As an input to the USIB Human Sources Committee (HSC) assessments program, to produce during FY 1975 CIA evaluations of the total reporting of 6 to 10 selected US missions, with particular emphasis on KIQ-related matters.
2. As a means of improving analyst-collector communications during FY 1975, to develop and promulgate specific feedback guidance from analysts to appropriate field reporters based on reporting strengths noted in the HSC assessments.
3. In cooperation with the HSC, to complete by mid-FY 1975 an evaluation of the effectiveness of the Current Intelligence Reporting List (CIRL) as an instrument for guiding human source collectors  also to determine the impact on consumers and resource savings of eliminating or simplifying this publication.
4. In cooperation with OER and the EIC, to complete by mid-FY 1975 a review of the responsiveness and value of the Economic Alert List (EAL) mechanism in providing field reporting guidance for the collection of economic intelligence information; also to determine the impact on consumers and resource savings of eliminating or simplifying this publication.
5. During FY 1975, to define a program and determine feasibility and costs of establishing a computerized information base of SIGINT data processed by or through the Staff's SIGINT Group.



- ✓ 8. To examine during FY 1975/76 the feasibility, utility, and cost/effectiveness of a computer-based data processing system to store and retrieve all-source evaluation data to further improve the quality of collection system guidance and assessments.

**CIA Operations Center**

1. To complete the effective transfer of the OWI and OEL watch functions to the CIA Operations Center by the third quarter of FY 1975.

2. To expand the Center's contribution to the DDO elements by urging the DDO to raise the level of his representation in the Center and encouraging DDO officials to make more use -- in normal time as well as during crisis -- of the DDO Duty Officers assigned to the Center.

3. To continue to participate in the various intelligence community forums dealing with crisis management and warning (a) to assure the Agency's leadership be apprised of their evolution and (b) to assure Agency knowledge of their direction and impact on the Center in FY 1975.

✓ 4. With the assistance of the DDI Special Study Group and Office of Communications engineers, to complete a feasibility and cost/effectiveness study

by the end of FY 1975.

✓ 5. To continue to press the Defense Communications Agency to upgrade the LDX system in FY 1975.

✓ 6. By early FY 1975, to have developed in coordination with the Office of Communications, specific plans for conversion -- in FY 1976 or FY 1977 -- of the Center's communications facilities from semi-automatic to the Agency's Computerized Dissemination System, using cathode-ray-tube display for traffic handling.

7. To emphasize the rotation of watch and duty officers from the Center to DDI production offices on a single-tour basis, with the emphasis during FY 1975 on having at least one officer assigned to the Office of Strategic Research.

✓ 8. To complete renovation of the Operations Area of the Center by the end of FY 1975.

✓ 9. To renovate the 6th floor space so that it can accommodate the OWI/OEL watch transfers and the expanded task force area by the end of FY 1975 and a new collection system terminal by early FY 1977.

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10. In FY 1975, to expand the scope of the senior CIA officer at the National Military Command Center, upgrading CIA's presence there in anticipation of the amalgamation of the NMCC with DIA's National Military Intelligence Center (their probable replacement for the NIC) and establishing a focal point for a broader range of CIA interests at the Pentagon.



Office of Basic and Geographic Intelligence

1. To concentrate 90% (as compared with 70% in FY 1974) of geographic intelligence production on areas and topics of critical concern as indicated by KIQ's, NIO Staffs, interagency committees, working groups, and task forces.

2. To produce intelligence atlases on topics and areas of concern to the intelligence and policy communities at the rate of one each 6-9 months.

3. To reassess by mid-FY 1975 the format and focus of the Intelligence Mapping Program in terms of user needs and impinging technological developments, and by mid-FY 1976 to revise 50 obsolete sheets and complete first-time coverage of all priority areas.

✓ 4. To publish by mid-FY 1975 a redesigned interagency basic intelligence factbook that reflects user needs as expressed in a comprehensive user survey.

5. To further develop the cartographic applications of ERTS and other overhead photography through the production in FY 1975 of 2-3 medium- to small-scale regional reference maps.

✓ 6. To complete world coverage of World Data Bank II at scales sufficient for normal thematic mapping by mid-FY 1975 and to begin expansion of the data base on critical areas.



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✓ 9. To finish development of an automated system for handling geographic data acquisitions and retrieval by the end of FY 1975.

- ✓ 10. To improve the utility of the Map Bibliographic Data System (DATMAP) by modifications to the program and existing data base, and by testing computer CRT terminals in the map reference facilities.

Office of Current Intelligence

1. In conjunction with the CIA Operations Center, to conduct during FY 1975 a feasibility test for having a single community-wide situation report published in times of crisis and to continue to explore other methods for more effective crisis-related intelligence support.

2. During FY 1975, to complete a series of spot checks to determine the adequacy of our basic data bank of political and sociological information about 25-30 countries of varying intelligence interest to the United States and to make appropriate adjustments based on the results of those checks.

✓ 3. In conjunction with the CIA Operations Center, to conduct feasibility studies in FY 1975 on the use of CONTEXT equipment in crisis reporting and interagency coordination of current intelligence.

✓ 4. To acquire and incorporate during FY 1975 and FY 1976 advanced video and magnetic media text processing devices as we replace the present IBM magnetic tape typewriters. To test by FY 1977 the feasibility of a computer-assisted text processing program to supplement the video and magnetic media system.

5. To begin an informal and experimental dialogue with a limited number of US missions overseas during FY 1975 in hopes of stimulating and improving political reporting by the Foreign Service.

6. By mid-FY 1975 to re-tailor the *President's Daily Brief* to meet the requirements of President Ford, and during the fiscal year to set up appropriate intelligence support for the Vice President and further develop the Congressional briefing program.

7. In conjunction with other USIB agencies, to seek ways of improving the *National Intelligence Bulletin* and reducing duplication in current intelligence reporting.

8. To work within USIB to revamp the Watch Committee and National Indications Center mechanisms in order to streamline the strategic warning and alerting process; in so doing, to preserve the functional efficiency of the National Indications Center while restructuring it so as to comply with its lowered authorized personnel ceiling for FY 1975.

9. In consultation with the DDI Management Staff, to review during FY 1975 OCI's grade structure and average grade; make appropriate recommendations to the DDI by June 1975.

Office of Economic Research

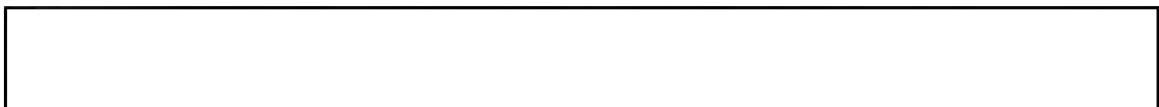
1. To update Soviet GNP accounts on an UNCLASSIFIED basis by January 1975; and to develop new sets of ruble/dollar ratios for machinery, construction, and consumer goods and services by the end of FY 1976.
2. To determine the feasibility of a basic study of economic decisionmaking for the USSR in FY 1975 and, if appropriate, to begin such a study.
3. To review the requirements for OER consultants and to update the list by the end of FY 1975.
4. To improve current economic coverage in FY 1975 by reporting monthly on developments in major international commodity markets and by quarterly updatings of estimates on economic growth, inflation, and balance of payments.



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- ✓ 6. To improve analytical techniques by:

- a. *completing and applying the CIA trade-flow model by FY 1975; and*
- ✓ b. *investigating the feasibility of models for predicting foreign grain purchases, oil supply and demand, exchange rate changes, and rates of economic growth in key countries, and to decide by the end of FY 1975 whether to proceed with these models.*



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- ✓ 8. To increase the quality of OER personnel by recruiting specialists in the following fields during FY 1975; and to reach the specific goals indicated by early FY 1976; econometricians (1-2), international trade and finance (2), agriculture (2), industrial economics and technology (2),

 economic development (2), Soviet economy (2), Chinese economy (2), and petroleum (1).

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- ✓ 9. During FY 1975, to increase the number of unclassified OER publications and to study the advisability of lowering the classification of other OER products, to the extent permitted by security considerations.

Office of Political Research

25X1 1. To produce during the first half of FY 1975 at least 20 of the in-depth political research studies carried in OPR's current work program; including, *inter alia*, studies of the political situation in China, Soviet foreign policy and strategic decisionmaking, [redacted]

2. To develop a program of phased projects on issues likely to be important in the coming 5 to 10 years, for example:

- a. *the political implications of economic-social modernization;*
- b. *characteristics of the rise, behavior, and decline of military governments; and*

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and to issue one segment of each of these by the end of FY 1975.

✓ 3. In the field of applying new methodologies, to conduct time-series experiments using the model built on Ted Gurr's frustration-aggression theories to selected countries; to report periodically during FY 1975 on the continuing experimental Bayesian analysis on the likelihood of Sino-Soviet hostilities; and to produce a handbook on this technique for other offices and agencies to use without special guidance by the end of FY 1975.

4. To continue present contacts with scholars, strengthening our relations in such representative areas as China studies, Soviet foreign policy, and West European politics; to have a scholar in residence by the end of FY 1975.

Office of Strategic Research

✓ 1. During FY 1975, to develop and introduce computer programs for the storage and retrieval of basic data on PRC air, naval, and strategic forces and to begin studies on the policy, doctrine, and command relationships of those forces.

2. To complete the research phase  on the order of battle of Chinese ground forces and to initiate a follow-on program to maintain the data base -- by the end of FY 1975.

✓ 3. During FY 1975, to increase the detail and improve our ability to manipulate our data bases on Soviet defense spending and other military-economic factors -- especially in areas which might affect our ability to support on-going arms limitation and force reduction negotiations.

4. In conjunction with the NIOs, to complete an evaluation of the intelligence community's military data bases on potential crisis areas by midyear and to make detailed recommendations for their optimal use by the end of FY 1975.

✓ 5. To complete the review of OSR's ADP systems by November 1974, eliminating those of marginal use, and to recommend by February 1975 the single computer system or group of systems required to meet current and projected needs.

7. To complete, by the third quarter of FY 1975, a preliminary study of the impact of *ad hoc* short-term production tasks on OSR's responsibility for basic military research, so that by year's end specific estimates can be made of the capabilities and limitations of OSR's manpower resources to respond effectively to such tasks.

✓ 8. By mid-FY 1975, to determine the minimum adequate work space that is needed for an OSR analyst; by April 1975, to project future space needs for OSR.

9. To develop, by November 1974, a set of criteria that will be applied by year's end to permit uniform performance evaluation of personnel and objective measurement of product quality.



25X1 10. On the basis of training needs identified in FY 1974, to provide additional management training for ☐ OSR managers and supervisors and to enroll ☐ OSR people in appropriate ADP training courses during FY 1975.

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Central Reference Service

✓ 1. To plan in FY 1975 and develop in FY 1976 a system or alternative systems for partial automation of ISG biographic directory production.



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✓ 3. To decrease processing and servicing times in FY 1975 and FY 1976 within the Office's document storage and retrieval program as follows:

- a. *decrease by two working days the time required to enter index records into the master index file; to achieve this processing goal on a phased basis -- 40% of input in FY 1975 and the remaining 60% in FY 1976,*
- b. *decrease by one to two working days by mid-FY 1976 the time required to enter filmed documents into the master microfilm document library; and*
- ✓ c. *provide one working day turnaround time on at least 80% of all AEGIS batch document search requests in FY 1975 and on 100% of all AEGIS batch document search requests in FY 1976.*

✓ 4. To examine in FY 1975/76 systems and/or equipment that will improve and expand centralized document retrieval and reference services and facilities without any increase in manpower and to prepare a report to the DDI by January 1976 assessing these systems and equipment, reporting actions to date and recommending, if required, additional courses of action.

Extract of FY 1975 Objectives for the Intelligence Directorate

Office of Logistics

- a. "To complete by the end of FY 1975 the data collection, system design, and partial implementation phases of Project SAFE and to further implement this Agency-wide analyst information system by the end of FY 1976 with the installation of at least 160 remote terminals in the production offices."

DD/I Office of Primary Interest -- O/DDI

DD/A Component Interest -- OJCS; joint with OL and OC

- b. "To review in FY 1975 the editing and publishing functions of the Directorate and, if possible, to effect resource savings by consolidating or centralizing activities that are now performed separately by different Directorate components."

DD/I Office of Primary Interest -- O/DDI

DD/A Component Interest -- OL

- c. "To find more suitable working quarters for OBGI elements, preferably in the Headquarters Building, in FY 1975."

DD/I Office of Primary Interest -- O/DDI, OBGI

DD/A Component Interest -- OL

- d. "To complete renovation of the Operations Area of the CIA Operations Center by the end of FY 1975."

DD/I Office of Primary Interest -- CIA Operations Center

DD/A Component Interest -- OL

- e. "To renovate the 6th floor space so that it can accommodate the OWL/OEL watch transfers and the expanded task force area by the end of FY 1975 and a new collection system terminal by early FY 1977."

DD/I Office of Primary Interest -- CIA Operations Center

DD/A Component Interest -- OL

Office of Communications

- a. "To complete by the end of FY 1975 the data collection, system design, and partial implementation phases of Project SAFE and to further implement this Agency-wide analyst information system by the end of FY 1976 with the installation of at least 160 remote terminals in the production offices."

DD/I Office of Primary Interest -- O/DDI

DD/A Component Interest -- OJCS, joint with OC and OL

- b. "With the assistance of the DD/I Special Study Group and Office of Communications engineers, to complete a feasibility and cost/effectiveness study [redacted]

[redacted] by the end of FY 1975."

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DD/I Office of Primary Interest -- CIA Operations Center

DD/A Component Interest -- OC

- c. "To continue to press the Defense Communications Agency to upgrade the LDX system in FY 1975."

DD/I Office of Primary Interest -- CIA Operations Center

DD/A Component Interest -- OC

- d. "By early 1975, to have developed in coordination with the Office of Communications, specific plans for conversion - in FY 1976 or FY 1977 - of the CIA Operations Center's communications facilities from semi-automatic to the Agency's Computerized Dissemination System, using cathode-ray-tube display for traffic handling."

DD/I Office of Primary Interest - CIA Operations Center

DD/A Component Interest - OC

Office of Joint Computer Support

a. [redacted]

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DD/I Office of Primary Interest -- O/DDI

DD/A Component Interest -- OJCS

- b. "To complete by the end of FY 1975 the data collection, system design, and partial implementation phases of Project SAFE and to further implement this Agency-wide analyst information system by the end of FY 1976 with the installation of at least 160 remote terminals in the production offices."

DD/I Office of Primary Interest -- O/DDI  
DD/A Component Interest -- OJCS; joint with OL and OC

- c. "To install in FY 1975 an interim file management system to improve on-line access to the CRS data base, and to pursue development of a more sophisticated file management system which will be needed for full implementation of Project SAFE by the end of FY 1976."

DD/I Office of Primary Interest -- CRS  
DD/A Component Interest -- OJCS

- d. "To examine during FY 1975/76 the feasibility, utility, and cost/effectiveness of a computer-based data processing system to store and retrieve all-source evaluation data to further improve the quality of collection system guidance and assessments."

DD/I Office of Primary Interest -- Collection Guidance and Assess-  
ments Staff  
DD/A Component Interest -- OJCS

#### ISAS

- a. "With the advice of the Directorate Records Management Officer, to restructure the O/DDI filing system in FY 1975 by devising more useful and consistent criteria for the retention, filing and retrieval of materials."

DD/I Office of Primary Interest - DD/I Executive Staff  
DD/A Component Interest - ISAS

#### Office of Basic and Geographic Intelligence

- a. "To publish by mid-FY 1975 a redesigned interagency basic intelligence factbook that reflects user needs as expressed in a comprehensive user survey."

DD/I Office of Primary Interest -- OBGi  
DD/A Component Interest -- OL

- b. "To complete world coverage of World Data Bank II at scales sufficient for normal thematic mapping by mid-FY 1975 and to begin expansion of the data base on critical areas."

DD/I Office of Primary Interest -- OBG  
DD/A Component Interest -- OJCS

- c. "To finish development of an automated system for handling geographic data acquisitions and retrieval by the end of FY 1975."

DD/I Office of Primary Interest -- OBG  
DD/A Component Interest -- OJCS

- d. "To improve the utility of the Map Bibliographic Data System (DATMAP) by modifications to the program and existing data base, and by testing computer CRT terminals in the map reference facilities."

DD/I Office of Primary Interest -- OBG  
DD/A Component Interest -- OJCS

#### Office of Current Intelligence

- a. "In conjunction with the CIA Operations Center, to conduct feasibility studies in FY 1975 on the use of CONTEXT equipment in crisis reporting and interagency coordination of current intelligence."

DD/I Office of Primary Interest -- OCI  
DD/A Component Interest -- OJCS/OC

- b. "To acquire and incorporate during FY 1975 and FY 1976 advanced video and magnetic media text processing devices as we replace the present IBM magnetic tape typewriters. To test by FY 1977 the feasibility of a computer-assisted text processing program to supplement the video and magnetic media system."

DD/I Office of Primary Interest -- OCI  
DD/A Component Interest -- OJCS/ISAS

Office of Economic Research

- a. "To improve analytical techniques by investigating the feasibility of models for predicting foreign grain purchases, oil supply and demand, exchange rate changes, and rates of economic growth in key countries, and to decide by the end of FY 1975 whether to proceed with these models."

DD/I Office of Primary Interest -- OER  
DD/A Component Interest -- OF/OL



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DD/I Office of Primary Interest -- OER  
DD/A Component Interest -- OJCS

- c. "To increase the quality of OER personnel by recruiting specialists in the following fields during FY 1975; and to reach the specific goals indicated by early FY 1976; econometricians (1-2), international trade and finance (2), agriculture (2), industrial economics and technology (2), [redacted]

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[redacted] economic development (2), Soviet economy (2), Chinese economy (2), and petroleum (1)."

DD/I Office of Primary Interest -- OER  
DD/A Component Interest -- OP

- d. "During FY 1975, to increase the number of unclassified OER publications and to study the advisability of lowering the classification of other OER products, to the extent permitted by security considerations."

DD/I Office of Primary Interest -- OER  
DD/A Component Interest -- OS/ISAS

Office of Political Research

- a. "In the field of applying new methodologies, to conduct time-series experiments using the model built on Ted Gurr's frustration-aggression theories to selected countries; to report periodically during FY 75 on the continuing experimental Bayesian analysis on the likelihood of Sino-Soviet hostilities; and to produce a handbook on this technique for other offices and agencies to use without special guidance by the end of FY 1975."

DD/I Office of Primary Interest -- OPR  
DD/A Component Interest -- OJCS

Office of Strategic Research

- a. "During FY 1975, to develop and introduce computer programs for the storage and retrieval of basic data on PRC air, naval, and strategic forces and to begin studies on the policy, doctrine, and command relationships of those forces."

DD/I Office of Primary Interest -- OSR  
DD/A Component Interest -- OJCS

- b. "During FY 1975, to increase the detail and improve our ability to manipulate our data bases on Soviet defense spending and other military-economic factors -- especially in areas which might affect our ability to support on-going arms limitation and force reduction negotiations."

DD/I Office of Primary Interest -- OSR  
DD/A Component Interest -- OJCS

- c. "To complete the review of OSR's ADP systems by November 1974, eliminating those of marginal use, and to recommend by February 1975 the single computer system or group of systems required to meet current and projected needs."

DD/I Office of Primary Interest -- OSR  
DD/A Component Interest -- OJCS

- d. "By mid-FY 1975, to determine the minimum adequate work space that is needed for an OSR analyst; by April 1975, to project future space needs for OSR."

DD/I Office of Primary Interest -- OSR  
DD/A Component Interest -- OL

- e. "On the basis of training needs identified in FY 1974, to provide additional management training for ☐ OSR managers and supervisors and to enroll ☐ OSR people in appropriate ADP training courses during FY 1975."

DD/I Office of Primary Interest -- OSR  
DD/A Component Interest -- OJCS/OTR

Central Reference Service

- a. "To plan in FY 1975 and develop in FY 1976 a system or alternative systems for partial automation of ISG biographic directory production."

DD/I Office of Primary Interest - CRS  
DD/A Component Interest - OJCS



- b. "To decrease processing and servicing times in FY 1975 and FY 1976 within the Office's document storage and retrieval program as follows: provide one working day turnaround time on at least 80% of all AEGIS batch document search requests in FY 1975 and on 100% of all AEGIS batch document search requests in FY 1976."

DD/I Office of Primary Interest -- CRS  
DD/A Component Interest -- OJCS

- c. "To examine in FY 1975/76 systems and/or equipment that will improve and expand centralized document retrieval and reference services and facilities without any increase in manpower and to prepare a report to the DDI by January 1976 assessing these systems and equipment, reporting actions to date and recommending, if required, additional courses of action."

DD/I Office of Primary Interest -- CRS  
DD/A Component Interest -- OJCS/ISAS

- d. "To compensate for reduction in staff by increasing CRS part-time

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DD/I Office of Primary Interest -- CRS  
DD/A Component Interest -- OP

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Next 6 Page(s) In Document Exempt

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